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14 October 1954

MEMORANDUM FOR: Chief, Management Staff

VIA : Deputy Director (Plans)

SUBJECT : Procedures for controlling and reporting Agency Staff Employees in "In-Casual" and "Out-Casual" status.

REFERENCE : Memorandum to Director of Central Intelligence, 13 September 1954, subject "Manpower Controls - DD/P Area"

1. Under the "Manpower Survey" Task Force of the I&R Staff, the referenced memorandum was developed as a result of certain conditions encountered in the review of Area Division manpower problems.

2. Although the Task Force will continue the basic Manpower Survey to its completion, it is felt that this particular phase of the Task Force work now has developed completely into the field of methods management.

3. Accordingly, the further investigation, processing, and development of proper Agency controls for In-Casual and Out-Casual personnel is relinquished by the I&R Staff and it is suggested that this be handled as a Management Staff function. This is in accordance with the policy agreement reached at the meeting of 20 September 1954 with the Inspector General and the DD/A.


Chief, Inspection & Review

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